Employee Post-Travel Disclosure of Travel Expenses

Date/Time Stamp:

SECRETARY OF THE SENATE PUBLIC RECORDS

Post-Travel Filing Instructions: Complete this form within 30 days of returning from travel. Submit all forms to the Office of Public Records in 232 Hart Building.

2018 APR-11 AM11: 20

-	ule 35.2(a) and (c), I mer me. I also certify that		sures with respect to	travel expenses that have been or wil
		rization (Form RE-1), <u>A</u> rtification Form with all		y, invitee list, etc.)
Private Sponsor(s) (lis	the Aspen Ins	stitute, Inc.		
Travel date(s): April	5-6 2018			
Name of accompanyir Relationship to Travel	•			
INCLUDE LODGING	COSTS IN EMPLOYEE	EASE DUE TO THE ACC EXPENSES. (Attach addit		SE OR DEPENDENT CHILD, ONLY y.)
Expenses for Employ	ree: Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses (Amount & Description)
☐ Actual Amount	\$100	\$93^	\$59.25	\$110.28 meeting room fees
Expenses for Accomi	panying Spouse or De	pendent Child (if applic	able):	•
	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses (Amount & Description)
☐ Good Faith Estimate	•	•		
□ Actual Amount				
				Attach additional pages if ection of rural poverty, opioids, and incarceration
policies. We did a site visit to the	he Garrett Co. Community Action	Committee that included meetings w	ith staff and program beneficiar	s as well as a half day worth of sessions at the hotel
1/1/1/8 (Date)	Laura Ber (Printed)	name of traveler)		(Signature of traveler)
		MEMBER/OFFICER:		

I have made a determination that the expenses set out above in connections with travel described in the *Employee Pre-Travel Authorization* form, are necessary transportation, lodging, and related expenses as defined in Rule 35.

(Date)

(Revised 1/3/11)

(Signature of Supervising Senator/Officer)

Form RE-2

Berntsen, Laura (Finance)

From: Doug Mesecar <dougmesecar@gmail.com>

Sent: Thursday, February 15, 2018 9:47 AM

To: Berntsen, Laura (Finance)

Subject: Aspen Institute -- Senior Congressional staff network re: Mobility from Poverty

Hi Laura,

I am writing to update you on the senior Congressional staff network re: mobility from poverty that the Aspen Institute launched in August with a site visit to Cleveland. We were encouraged by the level of learning, engagement, and discussion -- and also encouraged that the senior staff who participated expressed strong interest in joining a second meeting.

We are planning a second meeting of this group that will focus on rural poverty issues and I am hopeful that you are able to participate.

We are reconvening the group for a two-day/one-night meeting in Garrett County, MD, on April 5th & 6th. Would you be able to attend?

I am a consultant to Aspen on this project and will be leading the planning and facilitation of this site visit. We are planning the second convening to focus on two sets of issues: the unique challenges of rural poverty and the nexus between intergenerational poverty and the criminal justice system (particularly the challenges around housing, education, job training, employment, and the physical and mental health of those who have been involved in the justice system).

The convening will follow a structure similar to the first convening:

Keynote address: We'll begin with an overview of rural poverty issues, including the mechanisms that reinforce poverty for families in rural areas, the unique challenges that rural settings can pose for interventions designed to increase mobility from poverty, and a brief history of Federal interventions meant to address these challenges.

Site visit: The Garrett County Community Action Committee (GCCAC) in Oakland, Maryland is one of the most robust rural community partnership efforts in the country, utilizing a universal, "through any door" intake assessment model and an unusually wide range of partners to deliver coordinated services to assist low-income families in moving to economic self-sufficiency. GCCAC serves roughly 30 percent of county residents and provides a single point of entry for families requiring early education, child care, financial education and tax preparation, economic crisis services (e.g., preventing utility turn-off or eviction), housing and shelter services, health services, nutrition services, transportation services, and prisoner re-entry assistance/legal referrals. Approximately 55 percent of GCCAC's income comes from federal sources. We'll meet separately with GCCAC staff and with families served by GCCAC.

Other planned discussion topics include:

- * Challenges and opportunities of rural labor markets and delivery of social services in rural America
- * Overview of prisoner re-entry and impact on mobility from poverty (with emphasis on rural

context)

* Addressing substance abuse and behavioral health

Aspen Institute will cover all expenses related to participation and will follow all ethics rules, including preparing pre- and post-meeting ethics forms.

Please let us know: (1) whether April 5th and 6th work for your schedule; and (2) any guidance or feedback on the content planning for this site visit. I would be happy to schedule a call or inperson meeting to get your ideas and advice.

Thanks, Doug

L p

February 23, 2018

Dear Senate Colleague,

We are writing to invite you to participate in an upcoming retreat — "Mobility from Poverty: Rural Poverty and Criminal Justice Reform" — for the Aspen Senior Congressional Staff Network on Mobility from Poverty beginning 11:00 AM Thursday, April 5, 2018 through 3:15 PM Friday, April 6, 2018. The lodging and meeting location is The Lodge at Wisp, 290 Marsh Hill Road, McHenry, MD 21541, approximately 180 miles from Washington, DC with a site visit to the Garrett County Community Action Committee, 104 E Center Street, Oakland, MD 21550. Roundtrip ground transportation from DC to the retreat will be provided.

At this convening, staffers will hear from researchers and practitioners how economic mobility changed over time and the challenges affecting policymakers' efforts to increase economic mobility in America and the changing nature of poverty in rural areas, including a sharp increase in substance abuse and the nexus between poverty and the criminal justice system. Staffers will learn about recent evidence on the effectiveness of interventions designed to increase mobility from poverty, including interventions that address the role of family, place, and health, as well as the changing structure of labor markets. Even as policymakers seek to increase economic mobility broadly, they must understand and contend with barriers and challenges specific to rural contexts, which may require different approaches to be successful. The convening will focus on potential roles for Congress and the executive branch in increasing mobility from poverty. Finally, the retreat will provide an opportunity for staffers to engage in their own learning and build working relationships with colleagues from different parties and chambers and with leading experts in the field.

We fully comply with the rules that have been enacted by the Senate regarding privately-funded travel. Enclosed you will find all the forms necessary for Ethics rules compliance:

- A detailed agenda listing discussion sessions
- A completed Private Sponsor Travel Certification Form
- A list of invited staffers
- A blank Employee Pre-Travel Authorization form

You must complete the Traveler Form and submit it with the enclosed agenda, list of invited staffers, and Primary Trip Sponsor Form directly to the Senate Ethics Committee (220 Hart) no later than Tuesday, March 6, 2018. After receiving the completed travel package, the Ethics Committee will review and issue an approval to you or your sponsoring Member. After the trip, you will need to complete a post-travel form that we will email to you after the site visit.

Attendance is by invitation only, with no outside observers or lobbyists. Funding is provided solely by grants from established foundations – no government, individual, foreign, corporate, or special interest money is accepted. The Network is supported by The Bill & Melinda Gates Foundation. The Aspen Education & Society Program maintains autonomy over invitations, materials, and the agenda for the retreat.

The retreat will begin at 11:00 AM Thursday, April 5, 2018 through 3:15 PM Friday, April 6, 2018. Please plan your travel accordingly in order to be present for the duration of the retreat. Final logistics information will be provided. Dress is casual for all meetings.

The retreat promises to be productive and informative. We look forward to seeing you there.

Warm regards,

Ross Wiener

PRIVATE SPONSOR TRAVEL CERTIFICATION FORM

This form must be completed by any private entity offering to provide travel or reimbursement for travel to Senate Members, officers, or employees (Senate Rule 35, clause 2). Each sponsor of a fact-finding trip must sign the completed form. The trip sponsor(s) must provide a copy of the completed form to each invited Senate traveler, who will then forward it to the Ethics Committee with any other required materials. The trip sponsor(s) should **NOT** submit the form directly to the Ethics Committee. Please consult the accompanying instructions for more detailed definitions and other key information.

The Senate Member, officer, or employee MUST also provide a copy of this form, along with the appropriate travel authorization and reimbursement form, to the Office of Public Records (OPR), Room 232 of the Hart Building, within thirty (30) days after the travel is completed.

1.	ponsor(s) of the trip (please list all sponsors):			
	The Aspen Institute, Inc. (Education and Society Program)			
2.	Description of the trip: Aspen Institute Education and Society program sponsored convening for senior			
	Congressional staffers responsible for various programs and policies that affect mobility from poverty			
3.	Dates of travel: April 5-6, 2018			
4.	Place of travel: McHenry, MD			
5.	Name and title of Senate invitees: Please see attached roster			
6.	 I certify that the trip fits one of the following categories: (A) The sponsor(s) are not registered lobbyists or agents of a foreign principal and do not retain or employ registered lobbyists or agents of a foreign principal and no lobbyist or agents of a foreign principal will accompany the Member, officer, or employee at any point throughout the trip.			
7.	I certify that the trip will not be financed in any part by a registered lobbyist or agent of a foreign principal.			
	I certify that the sponsor or sponsors will not accept funds or in-kind contributions earmarked directly or indirectly for the purpose of financing this specific trip from a registered lobbyist or agent of a foreign principal or from a private entity that retains or employs one or more registered lobbyists or agents of a foreign principal.			
8.	I certify that: The trip will not in any part be planned, organized, requested, or arranged by a registered lobbyist or agent of a foreign principal except for de minimis lobbyist involvement. AND			
	The traveler will not be accompanied on the trip by a registered lobbyist or agent of a foreign principal except as provided for by Committee regulations relating to lobbyist accompaniment (see question 9).			

9.	USE ONLY IF YOU CHECKED QUESTION 6(B) I certify that if the sponsor or sponsors retain or employ one or more registered lobbyists or agents of a foreign principal, one of the following scenarios applies:
	(A) The trip is for attendance or participation in a one-day event (exclusive of travel time and one overnight stay) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee <i>on any segment</i> of the trip.
	(B) The trip is for attendance or participation in a one-day event (exclusive of travel time and two overnight stays) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee on any segment of the trip (see questions 6 and 10).
	(C) The trip is being sponsored only by an organization or organizations designated under § 501(c)(3) of the Internal Revenue Code of 1986 and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee at any point throughout the trip.
10.	USE ONLY IF YOU CHECKED QUESTION 9(B) If the trip includes two overnight stays, please explain why the second night is practically required for Senate invitees to participate in the travel:
	•
11.	An itinerary for the trip is attached to this form. I <i>certify</i> that the attached itinerary is a detailed (hourby-hour), complete, and final itinerary for the trip.
12.	Briefly describe the role of each sponsor in organizing and conducting the trip:
	The Aspen Institute is the sole sponsor of this retreat and is solely responsible for the development and
	execution of the convening. (see continued response)
13.	Briefly describe the stated mission of each sponsor and how the purpose of the trip relates to that mission: The Aspen Institute is an educational and policy studies non-profit organization whose mission is to foster
	leadership based on enduring values and provide a non-partisan forum for the exchange of ideas.
	(see continued response)
14.	Briefly describe each sponsor's prior history of sponsoring congressional trips: The Aspen Institute has a nearly forty year history of conducting non-partisan educational forums, which
	often include Members of Congress and staff. The Education and Society Program has been conducting
	convenings for Congressional staff for eleven years.

forums, and conferer	nces for a diverse range	e of attendees including	federal and state	policymakers,
business and organiz	zational leaders, memb	ers of the press and the	e general public. (continued respon
Total Expenses for Ea	ach Participant:			
	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses
Good Faith estimate Actual Amounts	\$100.00 per participant round trip bus transportation or \$196.20 mileage roundtrip	\$93.00 for 1 night	\$59.25	\$110.28 meeting roo fees (include meeting facilit set up/take do cleaning, mee materials)
State whether a) the t	rip involves an event th	nat is arranged or organ	ized without regar	rd to congression
participation or b) the congressional participation b) Specifically with re	e trip involves an event pation: egard to Congressional	that is arranged or organization in organization in organization in organization.	anized specifically der to support thei	with regard to
participation or b) the congressional participed by Specifically with respect to the congression of the cong	e trip involves an event pation:	that is arranged or organization in organization in organization in organization.	anized specifically der to support thei	with regard to
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21.	Describe how the daily expenses for lodging, meals, and other expenses provided to trip participants compares to the maximum per diem rates for official Federal Government travel:				
	Rooms are \$93.00 per day, which reflects the per diem limit				
	Meals 4/5/18 \$38.25, 4/6/18 \$21.00, which reflects the per diem limit				
22.	Describe the type and class of transportation being provided. Indicate whether coach, business-class or first class transportation will be provided. If first-class fare is being provided, please explain why first-class travel is necessary:				
	Roundtrip ground transportation via coach bus or mileage will be reimbursed for participants' travel by car				
23.	I represent that the travel expenses that will be paid for or reimbursed to Senate invitees do not include expenditures for recreational activities, alcohol, or entertainment (other than entertainment provided to all attendees as an integral part of the event, as permissible under Senate Rule 35).				
24.	List any entertainment that will be provided to, paid for, or reimbursed to Senate invitees and explain why the entertainment is an integral part of the event:				
	none				
25.	I hereby certify that the information contained herein is true, complete and correct. (For trips involving more than one sponsor, you must include a completed signature page for each additional sponsor): Signature of Travel Sponsor: Figure Correct Executive Vice Precident Policy & Public Programs				
	Name and Title: Elliot Gerson, Executive Vice President, Policy & Public Programs				
	Name of Organization: The Aspen Institute				
	Address: 2300 N Street NW, Suite 700, Washington, DC 20037				
	Telephone Number: 202-736-5859 (Lisa Jones, Deputy General Counsel)				
	Fax Number: 202-467-0790				
	E-mail Address: lisa.jones@aspeninst.org				

Appendix to Private Sponsor Travel Certification Form

Aspen Institute Senior Congressional Staff Network Retreat on Mobility from Poverty

April 5-6, 2018

Question 12. Briefly describe the role of each sponsor in organizing and conducting the trip (response continued) – The Aspen Institute is the sole sponsor of this retreat and is solely responsible for the development and execution of the convening. The Aspen Institute Education and Society Program received grant funding from the Bill & Melinda Gates Foundation to support the Education & Society Program, including the Aspen Senior Congressional Education Staff Network.

Questions 13. Briefly describe the stated mission of each sponsor and how the purpose of the trip relates to that mission (Response continued) – The Aspen Institute is an educational and policy studies non-profit organization whose mission is to foster leadership based on enduring values and provide a non-partisan forum for the exchange of ideas. The Education and Society Program seeks to provide a neutral forum that encourages off –the –record, candid exchanges of ideas to support staffer's learning. The purpose of this trip is to convene a conference to discuss recent trends in economic mobility and new evidence on interventions designed to increase mobility from poverty.

Question 15. Briefly describe the educational activities performed by each sponsor (other than sponsoring congressional trips) (response continued) — The Aspen Institute organizes numerous educational activities, including educational briefings, roundtables, forums and conferences for a diverse range of attendees including federal and state policymakers, business and organizational leaders, members of the press and the general public. The Aspen Institute Education and Society Program works with federal, state and local education leaders to improve K-12 student achievement, particularly for underserved students.

Questions 18. Reason for selecting the location of the event or trip (response continued) — The Garrett County Community Action Committee, Oakland, MD site visit will allow participants to observe firsthand the challenges related to mobility from poverty and hear directly from officials and other stakeholders about programs designed to increase economic self-sufficiency. The meeting venue will create an atmosphere to support off —the-record, non-partisan exchanges of ideas and professional learning away from Washington, DC.

Aspen Retreat for Senior Congressional Staff Network on Mobility from Poverty

Mobility from Poverty: Rural Poverty and Criminal Justice Reform

The Lodge at Wisp 290 Marsh Hill Road McHenry, MD 21541 301-387-5581

April 5 & 6, 2018

SENATE CONGRESSIONAL STAFF

Laura Bernsten

Minority, Chief Human Services Advisor Finance Committee

laura bernsten@finance.senate.gov

Ryan Martin

Senior Human Services Advisor Finance Committee ryan martin@finance.senate.gov



Aspen Retreat for Senior Congressional Staff Network on Mobility from Poverty

Mobility from Poverty: Rural Poverty and Criminal Justice Reform

The Lodge at Wisp 290 Marsh Hill Road McHenry, MD 21541 301-387-5581

April 5 & 6, 2018

AGENDA

Retreat Goals:

- Build on the foundation of learning established at the August, 2017 Mobility from Poverty retreat and spark discussion around two high-profile challenges affecting policymakers' efforts to increase economic mobility in America:
 - the changing nature of poverty in rural areas, including a dramatic rise in substance abuse and mortality among middle-aged white adults without college degrees;
 - o and the nexus between poverty and the criminal justice system.
- Understand how a sharp increase in incarceration rates over time has affected low-income families and communities, and how interactions with the criminal justice system can affect vulnerable families trying to move out of poverty, especially re-entry and collateral consequences for those who become entangled with the criminal justice system.
- Engage in active learning and build working relationships with experts and practitioners from various fields of expertise, as well as with colleagues from different parties and chambers.

Thursday, April 5, 2018

8:00 AM	Bus transportation - bus pickup location is the east curb of Peace Circle (1st & Pennsylvania Ave, NW)
11:15 AM	Arrival at Garrett County Community Action Committee site
11:30 - 12:00 PM	Working Lunch
12:00 – 12:30 PM	Welcome & Objectives
	To guide the retreat's discussion, Congressional staffers and faculty members will begin by sharing their top two learning objectives for the convening.
12:30 – 1:45 PM	Session I: Understanding rural poverty in context
	Faculty: Bruce Weber, Emeritus Professor and Director Rural Studies Program, Oregon State University

Guiding Questions:

- What are the characteristics of rural areas that may help or hinder mobility from poverty (e.g., the role of proximity to cities, natural amenities, and the legacy of single-employer dominated economies)?
- What is the role of migration patterns and immigration in shifting the population and poverty levels in rural areas?
- How does the diversity of rural poverty, including areas of persistent, concentrated poverty (including in the Rio Grande, central Appalachia, Mississippi Delta/Black Belt crescent, and on reservations) affect mobility from poverty?
- What key trends affect mobility from poverty, such as:
 - Changes in family composition (large increases in births out of wedlock and female-headed households);
 - Changes in the share of rural poor who work and the share of those who are working that are poor;
 - How the rural poor and rural areas access Federal assistance
- How strong is the relationship between educational attainment and labor market outcomes in rural areas, including low levels of educational attainment being associated with higher poverty and unemployment rates?
- What are the challenges in access to public health services, high quality public schools and child care, and public transportation in rural settings?
- What can be learned from prior experience of place-based Federal policy-making, including recent efforts like promise zones in the Kentucky highlands and the Stronger Economies Together project in Nebraska, and the lack of a strong rural evidence-base?

1:45 - 2:00 PM

Break

2:00 - 5:00 PM

Site visit: Garrett County Community Action Committee

104 E Center St, Oakland MD 21550

Key site visit participants:

- Duane Yoder President of GCCAC
- Gregan Crawford Vice President of GCCAC

Staff will take a walking tour of the GCCAC facility and observe the operations taking place there. Then staff will participate in a briefing with GCCAC staff about the work being performed in Western Maryland to support families in poverty, experiencing substance abuse, and/or nteracting with the criminal justice system. Staff will also have the opportunity to meet and talk with families that GCCAC serves. Finally, there will be time for staff-only reflection on the site visit and issues to discuss further in the following day's sessions.

Guiding Questions:

- How do Federal programs support GCCAC efforts to serve Western Maryland? If so, what programs and in what ways (funding, programs, policies, etc.)? If not, why not, and are there ways that can be addressed?
- What other resources or programs at the state or local levels does GCCAC leverage?



- What service and support trends are emerging both positive and negative? How has the balance of services provided changed over time?
- How does GCCAC gather, organize and use information and data about services needed and services provided?
- How can service delivery be evaluated for results? Is that possible given small numbers of participants? What cost implications are there?
- Is there a need for cross-state service delivery? Is that possible? If not, are partnerships or other arrangements possible?
- "Are there structural obstacles to solving rural labor market issues? For example, do benefit tiers encourage or discourage work (ie, is there a poverty trap where additional income leads to significant benefit reductions that outweigh income increases?)
- How does GCCAC leverage partnerships (public, private, etc.) to support and enhance its service delivery model?

5:00 - 5:15 PM

Travel to Hotel

6:30 PM

Networking Reception with Expert Faculty

Sundown Village resort location Yurt D DOLOMITE

Staffers will have the opportunity to network with participants during the reception.

7:00 - 8:30 PM

Working Dinner with Discussion of Earlier Sessions

Yurt E ENDICOTT

Staff and faculty will have the opportunity to discuss the themes that emerged from the opening keynote and the issues raised from the site visit.

Friday, April 6, 2018

7:30 - 8:30 AM

Breakfast

MORRIS ROOM

8:30 - 9:45 AM

CRAWFORD ROOM Faculty:

Brian Thiede, Assistant Professor of Rural Sociology, Economics, and Demography, Penn State University

Session II: The challenges and opportunities of rural labor markets

- Ines Polonius, Chief Executive Officer of Communities Unlimited, Inc.
- Shawn Bender, Vice President, Beitzel Corporation

Guiding Questions:

- What historical and structural challenges do rural labor markets face, including historical differences in educational investment (because of the nature of past employment opportunities), and changes in age and family structure?
- Are there cultural challenges (including the changing nature of work) and economic challenges facing rural area trying to diversify or compensate for the loss of a major employer?
- How do thin markets in child care, housing, and transportation makes job acquisition or job switching more difficult (and employment stability more challenging for lowincome workers)?

 How does immigration in some rural communities affect labor markets and ancillary social service systems?

9:45 - 10:00 AM

Break

10:00 - 11:30 AM

Session III: Addressing substance abuse

CRAWFORD ROOM

Faculty:

- Shannon Monnat, Professor of Sociology, Syracuse University
- Mark O'Brien, Vice President, Addiction Policy Forum

Guiding Questions:

- What social precursors have generated the vulnerability to the opioid epidemic?
- What geographic variation exists in opioid/substance abuse and can it be explained in part by indicators of economic, social, and family distress?
- What short-term stresses in rural areas for coping with service demands exist and what are the long-term demographic implications?
- What are the limitations of just focusing on treatment and how can more comprehensive solutions be crafted/supported?
- What has been shown to be effective in prevention (and abstinence) efforts, as well as for treatment and recovery?
- How does substance play into the larger criminal justice trends around incarceration and re-entry?

11:30 - 12:30 PM

Lunch

MORRIS ROOM

12:30 - 2:00 PM

Session IV: Re-entry and collateral consequences from criminal justice involvement

CRAWFORD ROOM

Faculty:

- Jordan Richardson, Senior Policy and Research Analyst, the Charles Koch Institute
- Chidi Umez, Project Manager, Criminal Records Project, Council of State Governments Justice Center

Guiding Questions:

- What are the underlying causes for the rapid increase in incarceration rates in the last 30+ years?
- What is the need for a rationalization between social services and criminal justice (many of the same end users; more effective social policy should be considered a public safety measure)?
- What are the issues around restitution (arriving at an arrangement that allows for victims' restitution, by promoting economic opportunity for ex-felons, can be a powerful counterbalance for some folks who may otherwise prioritize punishment)
- Are there issues related to occupational licensing (e.g., access to driver's licenses)
 and access to services like housing that create barriers or to lead to perverse
 negative outcomes for those entangled in the justice system?
- What have we learned about what works in successful re-entry and what has limited or encouraged data sharing?)



- Are re-entry efforts sufficiently targeted to those who need the services/support the most?
- How can re-entry be more than just a corrections effort? What is the role of health and mental health agencies?
- What are the unique challenges to re-entry in the rural context?
- Are rural areas lagging urban areas in implementing criminal justice reforms, which is leading to larger subsets of rural populations being affected?

2:00 - 2:15 PM	Break + Complete Retreat Evaluation
2:15 — 2:30 PM	Final Observations from Expert Faculty
2:30 - 3:00 PM	Taking Stock: Staff Reflections and Feedback to Guide Next Steps Adjourn
3:15 PM	Buses depart from lobby (drop off is the east curb of Garfield Circle (1st & Maryland Ave, SW).